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CONFIDENTIAL

16 June 1950

MEMORANDUM TO: GS I

SUBJECT: Training Manuals

REFERENCE: Memo of 12 June 1950 from Chief, TRD, to Chief, Staff I, on subject.

1. This memorandum outlines the various points that were covered in a conference on 16 June [redacted] on subject;

a. In the recent reorganization Staff I was given a small nucleus of experts in the various functional responsibilities of OPC in order to perform the following functions:

(1) Maintain high-level policy liaison with regard to matters in the respective functional fields.

(2) Serve as technical adviser to the operating Divisions on matters pertaining to the respective functional responsibilities.

(3) Prepare manuals on doctrine and technique in the various functional fields for the use of operational and training units of OPC.

b. As pointed out in reference memo, the Chief, TRD, believes that the Training Division should not in itself assume responsibility for the development of doctrine. Under the recent reorganization there is no other organizational unit in OPC that has either the qualified personnel or staff to prepare such manuals of doctrine and operational technique.

c. It is definitely impossible for the Training Division to do an adequate job in these functional fields without such manuals available for the use of their instructors. This is particularly true in the field of covert training where it may be necessary for one instructor to give an orderly presentation of background information to a covert agent in a number of these fields.

d. It was suggested that [redacted] would give immediate attention to this problem and try to work out certain basic concepts along the following lines:

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(1) Designated individuals on Staff I would assume the responsibility of lining up a group of qualified and security-cleared experts who could assist in the preparation of the respective manuals. This individual would also, with the assistance of these consultants, work out a preliminary outline for such manual and then follow through, backstopping the group to see to it that the manuals were produced. After the rough draft was produced it would of course be submitted to Staff I for review and additional suggestions before the final draft was prepared.

(2) An attempt will be made to keep the basic manual classified not higher than Confidential and then there would be supplements of a Secret and Top Secret nature.

(3) The format of such manuals would be such that they could be readily changed to take cognizance of developments in the field. This is particularly desirable with regard to the Secret and Top Secret supplements which should accurately reflect the latest policy guidance even with regard to limited geographical areas.

8. In view of the importance and urgency of this matter I should appreciate it very much if [] after due consideration, could present Staff II with the following information:

a. Whether or not it is deemed advisable to proceed generally along the lines outlined above.

b. Which manuals can be undertaken and in what priority.

c. On what dates it is anticipated that the respective manuals will be completed so that the Training Division can make their plans accordingly.

[]
Chief, Staff II

cc: Ch, TRD
CS III
II/TRG

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